

## A G E N D A



## Recommendation for Council Action (Purchasing)

Austin City Council - Commissioner's Court Meeting		Item ID:	34673	Agenda Number	43.
Meeting Date:	August 28, 2014				
Department:	Purchasing				
Subject					
Authorize award and execution of a 36-month supply contract with PREISTER-MELL & NICHOLSON, INC., for the purchase of acrylic and polypropylene meter seals for Austin Energy, in an amount not to exceed \$252,813, with three 12-month extension options in an amount not to exceed \$84,271 each, for a total contract amount not to exceed \$505,626.					
Amount and Source of Funding					
Funding in the amount of \$14,045 is available in the Fiscal Year 2013-2014 Operating Budget of Austin Energy. Funding for the remaining 34 months of the original contract period and extension options is contingent upon available funding in future budgets.					
Fiscal Note					
There is no unanticipated fiscal impact. A fiscal note is not required.					
Purchasing Language:	Lowest responsive bid received.				
Prior Council Action:					
For More Information:	Paige McDonald, Buyer II, 512-322-6118				
Boards and Commission Action:	August 18, 2014 - Recommended by the Electric Utility Commission on a 7-0 vote.				
Related Items:					
MBE / WBE:	This contract will be awarded in compliance with City Code Chapter 2-9D (Minority-Owned and Women-Owned Business Enterprise Procurement Program). No subcontracting opportunities were identified; therefore, no goals were established for this solicitation.				
Additional Backup Information					

This contract is for the purchase of acrylic and polypropylene meter seals, on an as-needed basis, for Austin Energy. Meter seals are used to secure Austin Energy meters at customer facilities to ensure that the meter—the primary method of quantifying electric usage—is secured by an utility representative on site, and that unauthorized access to the meter is clearly identified by way of the design of the seal.

MBE/WBE solicited: 1/0

MBE/WBE bid: 0/0

### **BID TABULATION**

IFB No. MPM0013  
Acrylic & Polypropylene Meter Seals  
(4 – line items)

<b><u>Vendor</u></b>	<b><u>Total Bid Amount</u></b>
Priester-Mell & Nicholson, Inc. Austin, TX	\$84,270.24
Vic Enterprises, LLC Austin, TX	\$89,066.52
Total Seal, Inc. Katy, TX	*

\*Non-responsive. Sample provided to the City did not meet specifications in the solicitation. A complete bid tabulation is on file in the Purchasing Office and is on the City of Austin, FSD Purchasing Office website.

### **PRICE ANALYSIS**

- Adequate competition.
- Forty-four notices were sent including one MBE. There are no known WBEs for this commodity code. Three bids were received, with no response from the MBE.
- These items are not on any existing contracts; however, the pricing offered represents a 3% increase to the last open market purchase made in April 2014.

### **APPROVAL JUSTIFICATION**

- Lowest responsive bid received.
- The Purchasing Office concurs with Austin Energy's recommended award.
- Advertised on the Internet.